DOCUMENT RESUME

ED 338 307 JC 910 529

TITLE Agreement: Citrus College Faculty Association and Citrus Community College District.
INSTITUTION Citrus Community Coll. District, Glendora, CA.
PUB DATE 1 Jul 88
NOTE 50p.; Part of a collection of collective bargaining agreements compiled by the National Education Association.
PUB TYPE Legal/Legislative/Regulatory Materials (090)

EDRS PRICE MF01/PC02 Plus Postage.
DESCRIPTORS Academic Freedom; *Collective Bargaining; *College Faculty; Community Colleges; *Contracts; Employment Practices; Faculty Workload; Fringe Benefits; Grievance Procedures; Negotiation Agreements; *Personnel Policy; Teacher Retirement; *Teacher Salaries; Two Year Colleges; Unions
IDENTIFIERS California Teachers Association; Citrus College CA; National Education Association; *NEA Contracts

ABSTRACT

The collective bargaining agreement between the Citrus Community College District Board of Trustees and the Citrus College Faculty/California Teachers Association/National Education Association is presented. This contract, covering the period from July 1988 through June 1990, deals with the following topics: bargaining agent recognition and rights; board of trustees' rights and policies; unit members' work year; non-discrimination; academic freedom; salaries; reduced teaching load with full retirement credit; unit member benefits; dispute procedures; grievance procedures; safety; personnel files; extra duty assignments; negotiation procedures; support of agreement; and duration of contract. Salary schedules for certified faculty, extended working days, summer school, and adjunct duty are attached. (PAA)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

TABLE OF CONTENTS

Article 1	Agreement	1
Article 2	Recognition	2
Article 3	Association Rights	4
Article 4	Board's Rights and Policies	8
Article 5	Unit Member's Work Year	10
Article 6	Non-Discrimination	11
Article 7	Academic Freedom	12
Article 8	Salaries	13
Article 9	Reduced Teaching Load With Full Retirement Credit	19
Article 10	Unit Member Benefits	21
Article 11	Dispute Procedure	25
Article 12	Grievance Procedure	29
Article 13	Safety	35
Article 14	Personnel Files	36
Article 15	Extra Duty Assignments	38
Article 16	Negotiation Procedures	39
Article 17	Support of Agreement	40
Article 18	Duration of Contract	41

Appendix A	Faculty Salary Schedule
Appendix B	Extended Day Salary Schedule
Appendix C	Summer School Salary Schedule
Appendix D	Adjunct Duty Salary Schedule

ARTICLE 1 - AGREEMENT

1.1 * This agreement is made and entered into this 21st day of February, 1989 by and between the Board of Trustees of the CITRUS COMMUNITY COLLEGE DISTRICT, whose address is 1000 West Foothill Boulevard, Glendora, California 91740-1899 (hereinafter designated as the "District" or "Board") and the CITRUS COLLEGE FACULTY ASSOCIATION (hereinafter referred to as the "Association"), an employee organization. The Association is a chapter of the California Teachers Association.

1.2 It is agreed that if the Association changes its legal name to the Citrus College Faculty Association/ California Teachers Association/ National Education Association, this Agreement shall be applicable to and enforceable by the Association.

1.3 This Agreement is entered into pursuant to Chapter 10.7, Sections 3540-3549.3 of the Government Code.

ARTICLE 2 - RECOGNITION

2.1 The Citrus Community College District hereby confirms its recognition of the Citrus College Faculty Association, which is a local chapter of the California Teachers Association and is affiliated with the National Education Association, as the exclusive representative for the following certificated unit.

2.1.1 Included: All probationary, contract, and regular classroom teachers, counselors, librarians, department chairmen, and nurses (hereinafter referred to as "Faculty" or "Unit Members").

2.1.2 Excluded: All management personnel as defined in Government Code 3540.1, including:

President/District Superintendent
Executive Vice President of Instruction
Vice President of Instruction and District Chief Negotiator
Vice President of Instruction
Vice President of Student Services
Dean of Admissions and Financial Aid
Dean of Administrative and Cultural Services
Associate Dean of Counseling
Associate Dean of Instruction (Curriculum/Instructional Research)
Comptroller
Director of Campus Security
Director of Development and Administrative Assistant to the President
Director of Community Education
Director of the Computer Center
Director of Human Resources, Planning & Accreditation Liaison
Director of Learning Center
Director of Maintenance & Operations
Director of Personnel Services
Director of Publications and Recruitment
Director of Purchasing and Warehouse
Director of Student Affairs & Auxiliary Services
Assistant Director of the Computer Center
Food Services Manager
Performing Arts Technical Director

2.1.3 Others also excluded:

All casual/limited term personnel such as substitutes of any description.

ARTICLE 2 - RECOGNITION (continued)

2.1.3 Part-time hourly personnel.

Other personnel whose primary employment is not with the District, or who have no reasonable expectation of continuous, regular employment with the District.

District designated confidential personnel, such as Secretary to the President/District Superintendent.

All classified and other non-certificated personnel.

2.2 The Association and the District agree that this represents the appropriate unit and that they will not seek by any means other than those specified below to amend or change in any way the unit described herein during the period of time this agreement is in effect. The Association and the District shall have the right to seek unit clarification by PERB proceedings on any new titles not specified in the above unit description. Nothing agreed to herein will prevent adjustments to the unit to be made upon mutual agreement of the District and the Association.

2.3 Disputes concerning this Article are not subject to the grievance provision of Article 12.

ARTICLE 3 - ASSOCIATION RIGHTS

3.1 Access

3.1.1 Authorized Association representatives shall, in accordance with the conditions noted herein, have the right of reasonable access to District facilities for the purpose of contacting unit members and transacting lawful Association business.

3.1.2 In no event shall Association business interrupt or interfere in any way with classroom teaching hours or other official college-assigned responsibilities unless approved by the District.

3.2 Distribution and Posting of Materials

3.2.1 The Association may distribute organizational literature on District property, provided it conforms to the content restrictions in Article 3.4 hereof, and does not interfere with District business. No person shall distribute literature on District property in a place or manner which distracts unit members who are performing their assigned duties. Literature may be distributed, or left for pickup in coffee rooms, faculty rooms, and in other appropriate site locations as designated by the President/District Superintendent or the President/District Superintendent's designee.

3.2.2 The Association shall have the right to post notices of Association concern (consistent with Article 3.4 hereof) on bulletin boards, at least one of which shall be provided by the District in each work location in an area frequented by unit members.

3.3 Use of Mail Boxes

The Association shall have reasonable use of the college mail boxes to distribute organizational material which conforms to the content restrictions of Article 3.4 hereof. It shall provide the President/District Superintendent a complete copy of all materials for faculty-wide

3.3 distribution through the school mail system. Such material is to be provided at the same time as it is distributed to the faculty.

3.4 Content Restrictions

Any literature must be dated and must identify the person and organization responsible for its promulgation.

3.5 Names and Assignments

By the 4th Monday of each semester, the District shall furnish the Association, without charge, a list of the names and assignments of all unit members.

3.6 Representation Rights

The Association has the right to represent unit members in their employment relations with the District. Upon request of a unit member, the Association shall be entitled to represent such person in matters involving contemplated discipline or discharge of the unit member, or processing of an alleged grievance or dispute, and to accompany such person to review the unit member's personnel file.

3.7 Released Time

3.7.1 The President of the Association shall be granted released time of 40% of the normal classroom teaching load for the fall and spring semesters to represent the Association in meeting and negotiation sessions and for the processing of grievances.

3.7.2 Three (3) other members appointed by the Association shall be granted 20% released time of the normal classroom teaching load for one semester to represent the Association in meeting and negotiation sessions and for the processing of grievances.

3.7.3 This shall constitute "reasonable periods of released time" within the meaning of Government Code Section 3543.1(c).

ARTICLE 3 - ASSOCIATION RIGHTS (continued)

3.8 Access Rights

The Association shall have access, upon request and at reasonable times and in a reasonable manner, to all District, County, State and Federal reports that the District completes for, or receives from, the aforementioned governmental levels, and that are public record. The Association shall be responsible for reproducing copies of same at the Association's expense.

3.9.1 Dues and Service Fee

The Association and the District agree that each unit member in the bargaining unit shall contribute equally toward the cost of administration of this Agreement by the Association and for the representation of unit members in the bargaining unit by the Association.

3.9.2 By November 1 of the year covered by this Agreement, all unit members will pay the annual unified (NEA/CTA/CCFA) dues or authorize the deduction of this amount in installments from the 10 regular monthly payroll warrants. Should a unit member choose not to join the Association, a service fee equal to the unified dues will be paid by the unit member in the manner prescribed above.

3.9.3 In the event a unit member is hired after September 1 of the year covered by this agreement, the unit member will be assessed a fee prorated for the number of months remaining under this Agreement.

3.9.4 The dues deduction authorization shall be revocable upon written notice by the unit member and such revocation shall be effective commencing with the next pay period after its receipt. On a monthly basis, the District shall draw its order upon the funds of the District in favor of the Association for an amount equal to the total of the dues deductions and shall furnish to the Association a list of all unit members affected together with the amount deducted for each.

3.9.5 Should a unit member elect to revoke the dues deduction authorization, the unit member remains bound by this Agreement to pay the service fee or any fraction of the fee remaining unpaid at the time of revocation as a condition of continued employment. The Association agrees to pay to the District all legal fees and legal costs incurred by the District in the dismissal of any certificated employee pursuant to the agency fee provisions of this Agreement. The Association shall have the exclusive right to decide and determine whether any such action or proceeding referred to herein shall or shall not be compromised, resisted, defended, tried, or appealed; in addition, before dismissal proceedings have been initiated, the provisions of paragraphs 3.9.5 and 3.9.6 will be communicated in writing to the employee jointly by the Association and District.

3.9.6 If an employee in the bargaining unit belongs to a recognized religious organization which does not permit its members to pay a representational fee to any employee organization, one-tenth of the representational fee which would have been paid will be deducted tenthly from that employee's paycheck and deposited in the Citrus College Faculty Association Scholarship Fund, the Citrus College Foundation, or the Foundation to Assist California Teachers. If such employee who holds conscientious objections pursuant to this section requests the employee organization to use the grievance procedure or arbitration procedure on the employee's behalf, the employee organization is authorized to charge the employee for the reasonable cost of using such procedure.

ARTICLE 4 - BOARD'S RIGHTS AND POLICIES

4.1 Except as limited by the terms of this agreement and the Educational Employment Relations Act, California Government Code Sections 3540 et seq., the Board of Trustees hereby retains and reserves unto itself all rights, powers, duties, authority and responsibilities conferred upon or vested in it by law. The parties agree that all customary and usual rights, powers, functions and authority possessed by management are vested in the administration and the administration shall continue to exercise such powers, duties and responsibilities during the term of this agreement.

4.2 It is understood that all Board Policies will remain as governing regulations except those that are specifically changed by other articles of this contract.

4.3 The parties agree that during the term of this agreement the Board shall not change any Board Policy or Administrative Regulation which is related to wages, hours of employment or other terms and conditions of employment, unless agreed to by both the Board and the Association. "Terms and conditions of employment" mean health and welfare benefits as defined by Section 53200 of the Government Code, leave, transfer and reassignment policies, safety conditions of employment, class size, procedures to be used for the evaluation of employees, organizational security pursuant to Section 3546, procedures for processing grievances pursuant to Sections 3548.5, 3548.6 and 3548.8, and the layoff of probationary certificated school district employees, pursuant to Section 44959.5 of the Education Code.

4.4 The Board Policies which relate to wages, hours of employment or other terms and conditions of employment include but are not limited to the following:

P-3610 Transportation
P-4105 Employment and Promotion
P-4110 Summer School Employment

ARTICLE 4 - BOARD'S RIGHTS AND POLICIES (continued)

4.4

P-4111	Re-employment-Certificated
P-4113	Health Examination
P-4114	Evaluation
P-4115	Tenure
P-4116	Residence
P-4117	Termination of Employment
P-4122	Student Classroom Assistants
P-4131	Professional Growth
P-4132	Teaching About Controversial Issues
P-4133	Tutoring
P-4134	Conferences
P-4136	Teaching Load Standards
P-4140	Salary Guide
P-4143	Certificated Employees Work Year
P-4150	Insurance Benefits
P-4150.1	Health & Accident Insurance After Retirement
P-4151	Leaves of Absence With Pay
P-4152	Sick Leave
P-4154	Leaves of Absence Without Pay
P-4155	Maternity Leave
P-4157	Bereavement Leave
P-4158	Sabbatical Leave
P-4159	Exchange Teachers
P-4160	Industrial Accident and Industrial Accident Illness Leaves
P-4190	Employee Organization
P-6002	Instructional Materials
P-6003	Courses - New, Modification or Revision
P-6125	Minimum Class Size

4.5 The Board agrees not to initiate any new policy which would relate to wages, hours of employment or other terms and conditions of employment without prior agreement from the Association. The Board also agrees that it will not change any Board Policy which does not currently relate to wages, hours of employment or other terms and conditions of employment so as to come under the jurisdiction of this article.

4.6 Misapplication or failure to carry out Board Policy covered by this article will be grievable under the Grievance Procedure of this Agreement.

4.7 In the event that there is a conflict between Board Policy and the Agreement, then the Agreement language shall take precedent.

ARTICLE 5 - UNIT MEMBER'S WORK YEAR/WORK WEEK

5.1 The work year for all unit members for the regular school year shall be 176 days. All unit members who are under contract other than the regular school year of 176 days shall be as follows:

5.1.1 - 10 1/2 month employees shall be responsible for an additional 10 working days to be approved by the President/Superintendent or his designee.

5.1.2 - 11 month employees shall work an additional 20 days which shall be approved by the President/ Superintendent or his designee.

5.1.3 - 11 1/2 month employees shall work an additional 30 days which shall be approved by the President/ Superintendent or his designee.

5.1.4 - 12 month employees shall work 40 additional days which shall be approved by the President/ Superintendent or his designee.

5.2 Unit members shall not earn vacation time.

5.3 No unit member shall be reimbursed for any vacation time not used at the time the unit member retires or leaves the District for any reason including resignation.

5.4 The maximum combined lecture-laboratory teaching load for a unit member shall be assigned as provided by the loading formula in Administrative Regulation 4136, Teaching Load Standards, but in no case shall exceed 32 hours per week for all classes.

5.5 Each unit member shall have five (5) student/ teacher conference hours per week, consisting of at least one hour for each day a teaching unit member has an assigned class on campus, effective as of Fall, 1989 semester.

5.6. The cosmetology department teaching load shall not exceed 25 hours per week, effective as of Fall 1989 semester.

ARTICLE 6 - NON-DISCRIMINATION

6.1 The District and the Association agree to cooperate in a policy of equal opportunity for all employees. Discrimination because of race, creed, age, sex, political affiliation, lifestyle, physical handicap or Association activity is expressly prohibited.

Sexual harassment shall be considered discrimination under this Article.

Disciplinary action will be taken against employees and supervisors who engage in any activity prohibited under this Article.

The District agrees to take corrective action to ensure that such practices are remedied and that such discrimination does not continue. Reprisal against a grievant or witness for a grievant is prohibited.

Allegations of discrimination are not subject to the provisions of Article 12 of this agreement, entitled, "Grievance Procedure." Any charges of discrimination by a unit member will be adjudicated through the appropriate governmental agency.

ARTICLE 7 - ACADEMIC FREEDOM

7.1 The unit member shall have the academic freedom to seek the truth and guarantee freedom of learning to the students.

ARTICLE 8 - SALARIES

8.1 Teacher/Counselor Salary Schedule-General Guidelines

8.1.1 Salaries of individual teachers/counselors will be established in accordance with the salary schedule and all the provisions governing its use.

8.1.2 Units counted toward advancement on the salary schedule must be graduate units earned at an institution accredited by one of the regional associations such as Western Association of Schools and Colleges. Undergraduate units which have been given prior approval by the appropriate Vice-President of Instruction may also be counted toward advancement. Graduate units earned at foreign colleges or universities must be approved by the appropriate Vice-President of Instruction.

8.1.3 Unit members who plan to advance from one salary classification to another must notify the Personnel Office prior to July 1 of the year in which advancement is to become effective. A statement from the institution of "work in progress" or verification of credits earned must be in the Personnel Office by September 1 of the year in which advancement is to become effective. The salary will not be changed until all units needed for advancement are officially verified.

8.1.4 A valid California credential is the teacher's license to teach. The teacher is personally responsible for renewing the credential on or before expiration, for securing the proper credential for the subjects taught, and filing of the credential with the Office of the County Superintendent of Schools.

8.1.5 It is the responsibility of the individual to notify the Personnel Office of any error in placement on the salary schedule.

8.1.6 Each certificated employee shall be granted one increment or step on the salary schedule for each year of satisfactory service until the maximum is reached. (See Board Policy 4114 and Administrative Regulation 4114 for evaluation procedure.)

8.1.7 Whenever, for any cause, the work of a unit member is adjudged unsatisfactory, class or step increments may be withheld until improvement is effected.

8.1.8 In moving from any salary class to another, a teacher may not advance more than one step each year.

8.1.9 Unit members shall make satisfactory professional growth in order to advance on the salary schedule. Evaluation shall be made in accordance with Administrative Regulation 4131. Unit Members who do not meet satisfactory professional growth shall be given one year in which to show improvement. Failure to make satisfactory improvement after notification shall result in no salary advancement.

8.1.10 Effective July 1, 1985, the District agrees to the request to reinstate the class differential on the salary schedule to 6.4% of Class I, Step 1, and the step differential to 5.8% of Class I, Step 1.

8.1.11 The District will continue to pay all unit members with an earned doctorate degree an additional 6.4% of Class I, Step 1. The doctorate shall be earned at an institution accredited by one of the regional associations.

8.1.12 When unit members reach Class IV, Step 14, on the salary schedule, they become eligible, subject to recommendation of the President/District Superintendent, to receive five (5) anniversary increments for professional growth (5.8% of Class I, Step 1). The first anniversary increment will be granted after the individual has been on Class IV, Step 14, for a period of four (4) years (18th Step). The other four anniversary increments will be spaced four (4) years apart and will be granted on the 22nd, 26th, 30th, and 34th Steps. (For clarification purposes, the first anniversary increment received is considered that person's 18th step on Class IV.)

8.2 Salary Schedules

8.2.1 * Appendix A, 1988-89 Faculty Salary Schedule, reflecting a four (4.0) percent increase to the 1987-88 schedule, is attached hereto and by reference is incorporated as part of this agreement.

ARTICLE 8 - SALARIES (continued)

8.2.2 * Appendix B, Extended Day Salary Schedule, reflecting a four (4.0) percent increase to the 1987-88 schedule, is attached hereto and by reference is incorporated as part of this agreement. Faculty members who have taught two or more semesters on the third step (with summer school counting as one semester) shall be increased one step, and future steps will be granted in accordance with the provisions currently listed in Appendix B of the 1986-87 contract.

8.2.3 * Appendix C, Summer School Salary Schedule, reflecting a four (4.0) percent increase to the 1987-88 schedule, is attached hereto and by reference is incorporated as part of this agreement.

8.2.4 * Appendix D, Adjunct Pay Schedule, reflecting a four (4.0) percent increase to the 1987-88 schedule, is attached hereto and by reference is incorporated as part of this agreement, with the exceptions in the coaching schedule, as follows: Effective July 1, 1985 head coaches of major sports will be paid the same amount, assistant coaches of major sports will be paid the same amount, head coaches of all other sports will be paid the same amount, and assistant coaches of all other sports will be paid the same amount.

8.3 Definition of Salary Class

8.3.1 Class I

8.3.1.1 Bachelor's degree and a valid credential.

8.3.1.2 An encumbered credential for vocational education will not permit a unit member to move beyond Step 6, Class I, until all requirements for an unencumbered credential have been met and the unit member has completed 30 semester units of college work as approved by the appropriate Vice-President of Instruction. (See Article 8.3.5).

8.3.2 Class II

8.3.2.1 Bachelor's degree plus 40 semester units of graduate work, including an earned master's degree.

ARTICLE 8 - SALARIES (continued)

8.3.2.2 Unencumbered vocational credential and 60 semester units of college work, or an associate degree. (See Article 8.3.5).

8.3.3 Class III

8.3.3.1 Bachelor's degree plus 60 semester units of graduate work, including an earned master's degree.

8.3.3.2 Unencumbered vocational credential and a bachelor's degree or 120 semester units including B.V.E. evaluation. (See Article 8.3.5).

8.3.4 Class IV

8.3.4.1 Bachelor's degree plus 80 semester units of graduate work, including an earned master's degree.

8.3.4.2 Unencumbered vocational credential and an earned master's degree. (See Article 8.3.5).

8.3.5 Placement

Placement on the salary schedule with vocational qualifications shall be made according to the qualifications listed below as required for the teaching assignment.

8.3.5.1 Meet the standards of the California State Plan for Vocational Education, as specified in Section 1.32 - 9a2.

8.3.5.2 Hold a valid credential authorizing the teaching of the specific vocational subject assigned which shall be named on the credential.

8.3.5.3 Have completed at least 30 semester units of course work as approved by the appropriate Vice-President of Instruction dealing with instructional processes, principles and practices of vocational education.

8.3.5.4 Provide evidence of occupational proficiency based upon work experience in the occupation to be taught.

8.3.5.5 The B.V.E. is a bachelor's of vocational education degree granted by selected State universities under the guidelines of Section 23956 of the California Education Code.

ARTICLE 8 - SALARIES (continued)

8.4 Definition of Approved Work Experience

(Applies to all unit members and all classes)

8.4.1 All work experience and the number of semester units of credit granted must be approved by the Department Chairman and the appropriate Vice-President of Instruction before the work is undertaken. A maximum of one unit of work experience may be given for a 40-hour work week.

8.4.2 No more than 16 units of work experience credit may be applied toward salary advancement.

8.5 Pay Schedule for Department Chairmen

8.5.1 Regular Day

8.5.1.1 The base pay for all Department Chairmen shall be 9.4% of the Class I, Step 1 position.

8.5.1.2 An amount equal to 1/2% of the Class I, Step 1 position shall be added to the chairmen's base pay for each full-time or part-time day unit member over four. For unit members who teach in more than one department, this amount will be prorated to the appropriate chairmen.

8.5.1.3 Up to one-fifth (1/5th) of the Department Chairmen's teaching load may be assigned to other departmental duties subject to the approval of the appropriate Vice-President of Instruction and the President/District Superintendent of the College.

8.5.2 Evening Division

For each part-time evening teacher (excluding regular or part-time day teachers who teach in the evening in the same department) 1/4% of Class I, Step 1 per semester will be paid to each Department Chairman for coordinating and supervising the evening program and evaluating evening instructors. This compensation will be a part of the chairman's regular monthly paycheck.

8.5.3 Departments

The following departments are established at Citrus College:

Art
Behavioral Science

ARTICLE 8 - SALARIES (continued)

Biological Science
Business/Data Processing
Cosmetology
Foreign Language
Health Occupations
Health, Physical Education and Athletics
Language Arts
Learning Resources
Mathematics
Mechanical Technology
Music
Physical Science and Engineering
Public Service
Social Science

8.6 Hourly Rate

8.6.1 Counselor/Extended Day and Saturday Substitutes

Hourly rate in the Extended Day and Saturday college and/or day program shall be set at 1/1000th of Step 1, Class I, of the day schedule.

8.6.2 Discontinued Extended Day and Saturday Classes

Extended Day and Saturday teachers who have classes cancelled because of inadequate enrollment shall receive 1/1000th of Step 1, Class I of the day schedule for each hour the class has met.

ARTICLE 9 - REDUCED TEACHING LOAD WITH FULL RETIREMENT CREDIT

9.1 The Board may permit full-time unit members to reduce their workload from full-time to part-time and have their retirement benefits based upon full-time employment. Following are the rules and regulations for the implementation of the optional reduced load program with full retirement credit.

9.2 To be eligible to start the optional reduced load program, the unit member must be fifty-five (55) years of age before the beginning of the academic year (September 1) in which the reduction in workload starts.

9.3 The option of reduced load shall be exercised upon mutual agreement of both the District and the unit member. Once the option is exercised, it is not revocable unless agreed to by the Board.

9.4 The unit member must have been employed full-time (100%) as a certificated employee of the District for at least ten (10) years prior to the request for reduced load.

9.5 Except for the reduction in salary, corresponding to the reduced load, the District will provide the reduced-load employee the same benefits provided a regular full-time (100%) certificated employee.

9.6 The District and the unit member shall agree to make contributions to the State Teachers' Retirement System equal to the amount required of a full-time (100%) instructor.

9.7 A unit member on the optional reduced load program, upon mutual agreement with the District, as a minimum shall work:

- 100% the first semester and zero the second semester; or
- 50% each semester; or
- any assignment that will average 50% or more for two semesters of the college year.

ARTICLE 9 - REDUCED TEACHING LOAD WITH FULL RETIREMENT CREDIT (continued)

9.8 By mutual agreement of the college and a unit member, the optional reduced load program may be increased or decreased within the Education Code limitations.

9.9 If a unit member has been granted sabbatical leave within the five (5) years immediately preceding the request for the optional reduced load, the sabbatical year will be counted as full-time (100%) employment only if the unit member and the District paid into the retirement system the contributions necessary to bring the total contributions for the sabbatical year to 100% coverage.

9.10 Unit members who participate in this program will retain all full-time tenure rights but shall not have the option of returning to a full-time teaching position unless so agreed upon by the Board.

9.11 An applicant for the optional reduced load program shall inform the President/District Superintendent of the intention to make application for the optional reduced load program no later than February 1st for the following college year.

ARTICLE 10 - UNIT MEMBER BENEFITS

10.1 The unit member benefit package shall include mandatory medical, dental, vision, and prescription insurance for those who do not have coverage by another source. New unit members shall select a program and process required documents for unit member benefits within thirty (30) days of their date of employment or such benefits may be lost until the next available open enrollment period. It is the District's responsibility to inform the new employee of the available options. Unit member benefit monies remaining after selection of options may be used for other programs available through District payroll deduction except as restricted in Article 10.2.

10.1.1 *The District shall contribute for the 1988-89 contract enough to fund the 1987-88 coverage for unit members and their dependents for Blue Shield and Kaiser medical insurance. The District shall provide monies for the same dental and vision coverage as in the 1987-88 contract.

10.1.2 All tax shelter amounts previously created through use of excess Kaiser allotments shall be maintained at no more than the 1981-82 level, except as indicated in Article 10.2.

10.2 Single coverage payment to Kaiser will no longer be made mandatory for those who have coverage elsewhere, and these released funds shall be apportioned as follows: 20 percent to the affected unit member's other programs and 80 percent to the District insurance programs.

10.3 *The unit member benefit package shall include mandatory selection of one of the following options, funded by the District in the amount indicated below.

Option 1:	Blue Shield Medical	$4,238.60
	Blue Shield Dental	595.30
	$50,000 Life	147.00
	Vision	103.00
	Other Programs	(none)
	Total Cost	up to $5,083.90
	Amount funded by District	$5,083.90

Option 2.A:	Kaiser Medical (Employee Only)	$1,167.00
	Blue Shield Dental	595.30
	$50,000 Life	147.00
	Vision	103.00
	Other Programs	710.00
	Total Cost	$2,722.30
	Amount funded by District	$2,722.30
Option 2.B:	80% to District	$933.60
	20% Other Programs	233.40
	Blue Shield Dental	595.30
	$50,000 Life	147.00
	Vision	103.00
	Other Programs	710.00
	Total Cost	$2,722.30
	Amount funded by District	$2,722.30
Option 3:	Kaiser Medical (Two Party)	$2,334.00
	Blue Shield Dental	595.30
	$50,000 Life	147.00
	Vision	103.00
	Other Programs	(none)
	Total Cost	$3,179.30
	Amount funded by District	$3,179.30
Option 4:	Kaiser Medical (Family)	$3,305.00
	Blue Shield Dental	595.30
	$50,000 Life	147.00
	Vision	103.00
	Other Programs	(none)
	Total Cost	$4,150.30
	Amount funded by District	$4,150.30

ARTICLE 10 - UNIT MEMBER BENEFITS (continued)

10.3.1 The District shall provide each unit member term life insurance with a face value of $50,000 paid for by the District.

10.4 Each unit member shall be entitled to use, without qualification, three (3) days of regular sick leave as unspecified personal necessity leave with reasonable notice (three working days) to the appropriate Vice President of Instruction.

10.5 Any unit member who holds an elected office in a statewide educational organization will be granted released time to fulfill the duties of that office. The unit member's salary shall be reduced to that percentage of a full load that the unit member teaches. In order that the unit member receive full salary and benefits, the statewide organization shall be responsible to reimburse the District for the salary and benefits in proportion to the released time. Benefits shall include, but are not limited to, unit member benefits as defined in Article 10, retirement, unemployment insurance, workers compensation and social security costs.

10.6 The District shall provide medical, dental, vision, and prescription coverage for retired unit members, their spouses, and dependent children enrolled at time of retirement which are the same as those provided to active unit members. This benefit shall be available to unit members retiring after reaching their fifty-fifth (55) birthday or retiring under the disability provisions of the State Teachers Retirement System provided said unit member has at least ten (10) consecutive years of service to the District. The coverage provided shall be coordinated with Medicare Parts A and B for those unit members who are eligible. A Board approved leave shall constitute a year of service for the purpose of computing eligibility for this benefit. A Board approved leave shall not constitute a break in consecutive service for the purpose of computing eligibility for this benefit.

10.6.1 To be eligible to retire with District paid medical, dental, vision, and prescription insurance, the unit member must submit a letter of retirement to the President/District Superintendent, along with an "Application for Retirement with District Paid Medical, Dental, Vision and Prescription Insurance" sixty (60) days prior to date of retirement.

10.6.2 A unit member whose work assignment is for more than 60% of a regular assignment and meets the qualifications stated above shall be eligible for the pro rata share of the fully paid medical, dental, vision, and prescription insurance. Unit members who retire after being on reduced load with full retirement benefits (Article 9) who qualify under 10.6 shall receive the same paid retiree benefits as full-time unit members who retire.

10.6.3 District paid medical, dental, vision, and prescription insurance for retirees shall become effective on the first of the month following the month of retirement, but not before the first month after the unit member's 55th birthday, and shall continue until the end of the month in which the unit member reaches age 67, provided said unit member has at least ten (10) consecutive years of service to the district prior to retirement. For each additional ten (10) consecutive years of service to the district the unit member will receive one (1) more year of District-paid medical, dental, vision, and prescription insurance up to a maximum of two (2).

Years of Consecutive Service	Benefits Paid to Age
10	67
20	68
30	69

A Board approved leave shall not constitute a break in consecutive service for the purpose of computing eligibility for this benefit. Unit members shall be allowed to pay their own, their spouse's, and their dependent children's membership fees and continue on the District's medical, dental, vision and prescription plans after reaching 67, 68 or 69 years of age, whichever applies.

ARTICLE 11 - DISPUTE PROCEDURE

11.1 Definitions

11.1.1 A "dispute" is a claim by a unit member that there is a conflict other than a grievance as defined in Article 12.

11.1.2 "Academic year" is the period commencing with September 1, and ending with June 30.

11.2 Purpose

11.2.1 The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to disputes.

11.2.2 Both parties agree that these proceedings shall be kept as informal as may be appropriate at any level of the procedure.

11.2.3 A disputant may request that the Association represent him/her but nothing contained herein will be construed as limiting the right of any unit member having a dispute to discuss the matter informally with any appropriate member of the administration, and to have the dispute adjusted without intervention of the Association, provided that such adjustment is not inconsistent with the terms of this Agreement, and that the Association has been given a copy of the dispute and the proposed resolution and has been given an opportunity to respond.

11.2.4 Since it is important that disputes be processed as rapidly as possible, the time limits specified at each level should be considered to be maximums and every effort should be made to expedite the process. The time limits may, however, be extended by mutual agreement.

11.2.5 In the event that harm to a unit member could result if: (1) a dispute is filed at such a time that it cannot be processed through all the steps in this dispute procedure by the end of the academic year and/or (2) a dispute becomes unresolved until the beginning of the following

11.2.5 year; the time limits set forth herein may be reduced so that the procedure can be completed prior to the end of the academic year, or as soon thereafter as may be agreeable to the disputant and the District.

11.3 Procedure

11.3.1 Level One

A unit member shall first discuss the dispute with the appropriate Department Chairman, Dean, and Vice President in that order, either individually or with the Association's designated representative with the objective of resolving the matter informally. Should the unit member not have a Department Chairman or Dean, the unit member shall begin the procedure with the Vice President.

11.3.2 Level Two

If within fourteen (14) calendar days following the informal discussion provided at Level One the unit member is not satisfied with the disposition of the dispute, the unit member may file the dispute in writing with the President/District Superintendent of the College or the President/District Superintendent's designee and also may file the dispute with the President of the Association or the President's designee. If said dispute is not filed within the specified fourteen (14) calendar days, it shall not be subject to further consideration and shall be deemed settled on the basis of the decision last made at Level One.

11.3.3 Within fourteen (14) calendar days after receipt of the written dispute by the President/District Superintendent of the College or the President/District Superintendent's designee, the President/District Superintendent or the President/District Superintendent's designee shall meet with the unit member and, if requested by the disputant, the President of the Association or the

11.3.3 President's designee in an effort to resolve the dispute. The decision, including stated reasons for said decision, of the President/District Superintendent, or the President/District Superintendent's designee, shall be presented to the disputant and the President of the Association in writing within seven (7) calendar days following the meeting at Level Two.

11.4 Rights of Unit Members to Representation

11.4.1 No reprisals of any kind shall be taken by the Board, the President/District Superintendent of the College, or by any member or representative of the administration of the College against any unit member with a dispute, any member of the Association, or any other participant in the dispute procedure by reason of such participation.

11.4.2 The disputant may represent himself/herself at all stages of this procedure, and if requested by the disputant, he/she may be represented by the President of the Association or the President's designee.

11.5 Miscellaneous

11.5.1 If a dispute arises from action or inactions by the President/District Superintendent, the disputant shall submit such dispute in writing directly to the President/District Superintendent of the College, the President of the Board, and the Association. The processing of such a dispute shall commence at Level Two.

11.5.2 Dispute meetings normally will be scheduled by the District so as not to conflict with classroom duties. However, if the meeting is expected to be of such duration that it would extend beyond the normal business hours of the District's central office, the District shall provide released time with no loss of pay to the disputant, witnesses, and, if requested, the President of the Association or the President's designee so that the session can be accommodated within such

11.5.2 business hours. This shall constitute "reasonable periods of release time" within the meaning of Government Code 3543.1(c).

11.5.3 In order to encourage a professional and harmonious disposition of unit members' complaints, it is agreed that from the time a dispute is filed until it is processed, neither the disputant nor the Association nor the District shall make public either the dispute or evidence regarding the dispute.

11.5.4 All procedural documents, communications, and records dealing with the processing of a dispute will be filed in a separate dispute file and will not be kept in the personnel file of any of the participants. With the approval of the President/District Superintendent of the College or the President/District Superintendent's designee, the file may be opened, but only in the presence of the Association President or the President's designee, except that the disputant may examine the disputant's file at any time.

11.5.5 Forms for filing disputes, serving notices, taking appeals, making reports and recommendations, and other necessary documents will be prepared by the President/District Superintendent of the College or the President/District Superintendent's designee.

ARTICLE 12 - GRIEVANCE PROCEDURE

12.1 Definitions

12.1.1 A "grievance" is a claim by a unit member that there has been a violation, misapplication or misinterpretation of any of the provisions of this Agreement.

12.1.2 "Academic year" is the period commencing with September 1, and ending with June 30.

12.1.3 An "aggrieved person" or "grievant" is the unit member(s) adversely affected or the Association; however, the Association may only grieve the rights of the Association.

12.2 Purpose

12.2.1 The purposes of this procedure is to secure, at the lowest possible administrative level, equitable solutions to grievances.

12.2.2 Both parties agree that these proceedings will be kept as informal as may be appropriate at any level of the procedure.

12.2.3 The aggrieved person(s) may request that the Association represent them, but nothing contained herein will be construed as limiting the right of any unit member having a grievance to discuss the matter informally with any appropriate member of the administration, and to have the grievance adjusted without intervention of the Association, provided that such adjustment is not inconsistent with the terms of this Agreement and that the Association has been given a copy of the grievance and the proposed resolution, and has been given an opportunity to file a response.

12.2.4 Since it is important that grievances be processed as rapidly as possible, the time limits specified at each level should be considered to be maximum and every effort should be made to expedite the process. However, the time limits may be extended by mutual agreement.

12.2.5 If a grievance is not processed by the grievant and/or the Association in accordance with the time limits set forth in this Agreement, it shall not be subject to further arbitration and shall be considered settled on the basis of the decision last made by the District. If the District fails to respond to the grievance within the time limit specified at each level, the failure to respond shall be deemed a denial of the grievance and termination of the level involved, and the grievant may proceed to the next step.

12.2.6 In the event a grievance is filed at such a time that it cannot be processed through all of the steps within this grievance procedure by the end of the academic year and, if left unresolved until the beginning of the following academic year, and if this delay could result in harm to an aggrieved person, the time limits set forth herein will be reduced so that the procedure may be completed prior to the end of the academic year, or as soon thereafter as may be agreeable to the grievant and the District.

12.3 Procedure

12.3.1 Level One

An aggrieved person will first discuss the grievance with the appropriate Dean and Vice President in that order, either individually or with the Association's designated grievance representative with the objective of resolving the matter informally. Should the aggrieved person not have a Dean, the aggrieved shall begin the procedure with the Vice President.

12.3.2 Level Two

If the aggrieved person is not satisfied with the disposition of the grievance at Level One, the aggrieved person may file the grievance in writing with the President/District Superintendent of the College or his/her designees, and optionally with the President of the Association or the President's designee, within fourteen (14) calendar days following the informal discussion provided at Level One.

12.3.3 Within fourteen (14) calendar days after receipt of the written grievance by the President/District Superintendent of the College, or the President/District Superintendent's designee, the President/District Superintendent of the College or the President/District Superintendent's designee will meet with the aggrieved person, and if requested by the grievant, the President of the Association or the President's designee, in an effort to resolve the grievance. The decision, including stated reasons for said decision, of the college President/District Superintendent or the President/District Superintendent's designee, shall be presented to the grievant and the President of the Association in writing within seven (7) calendar days following the meeting at Level Two.

12.3.4 Level Three

If the aggrieved person is not satisfied with the disposition of the grievance at Level Two, or if no written decision has been rendered within seven (7) calendar days following the Level Two meeting with the President/District Superintendent of the College or the President/District Superintendent's designee, the President of the Association or the President's designee may, within an additional ten (10) calendar days, request in writing to the President/District Superintendent or the President/District Superintendent's designee, that the grievance be submitted to arbitration. If any question arises as to the arbitrability of the grievance, such question shall be ruled upon by an arbitrator as a separate process prior to the hearing on the merits.

12.3.5 Submission to arbitration shall be made to the American Arbitration Association. The parties shall then be bound by the rules and procedures of the American Arbitration Association in the selection of an arbitrator and the arbitrator shall proceed under the Voluntary Labor Arbitration Rules of said Association.

12.3.6 As soon as possible and in any event not later than fourteen (14) calendar days after the District receives the written notice of the aggrieved person's desire to arbitrate, the parties shall attempt to agree upon an arbitrator. If no agreement is reached within said fourteen

12.3.6 (14) calendar days, an arbitrator shall be selected from a list of seven (7) arbitrators supplied by the American Arbitration Association by alternate striking of names until one name remains. The party who strikes the first name shall be determined by lot. If the arbitrator selected will not be available for the hearing within a reasonable period of time, not exceeding sixty (60) calendar days, the parties shall proceed to select another arbitrator from the above list.

12.3.7 If the District claims that a grievance should be dismissed because it falls outside the scope of the procedure, or was filed or processed in an untimely manner, or that the grievance has become moot, or that a party has breached the confidentiality provisions, then such a claim shall, at the option of the District, be heard and ruled upon by an arbitrator prior to any hearing on the merits of the grievance, with a suitable stay/continuance between such a ruling and any further proceedings which the arbitrator deems necessary. If the District should choose to refuse to arbitrate a grievance, nothing in this Article shall preclude the aggrieved person from seeking, through appropriate administrative or judicial proceedings, to compel the District to proceed to arbitration.

12.3.8 The arbitrator shall have no power to alter, amend, change, add to, or subtract from any of the terms of this Agreement, but shall determine only whether or not there has been a violation of this Agreement in the respect alleged in the grievance. The decision of the arbitrator shall be based solely upon the evidence and arguments presented to him by the respective parties in the presence of each other and upon arguments presented in briefs.

12.3.9 The arbitrator may hear and determine only one grievance at a time unless the District and the grievant(s) expressly agree otherwise. However, both parties will in good faith endeavor to handle in an expeditious and convenient manner cases which involve the same or similar facts and issues.

12.4 **Arbitrator's Decision**

12.4.1 The arbitrator's decision will be in writing and will set forth all findings of fact, reasoning and conclusions on the issues submitted. The arbitrator will be without power or authority to make any recommendation which requires the commission of an act prohibited by law or which violates the terms of this Agreement. However, it is agreed that the arbitrator is empowered to include in the arbitrator's decision such financial reimbursement or other remedies as is judged to be proper. The decision of the arbitrator will be submitted to the Board, the President/District Superintendent of the College, the grievant, and the Association.

12.4.2 The decision of the arbitrator within the limits herein prescribed shall be final and binding upon all parties to this contract.

12.4.3 All fees and expenses of the arbitrator shall be shared equally by the parties. Each party shall bear the expenses of the presentation of its own case.

12.5 **Rights of Unit Members to Representation**

12.5.1 No reprisals of any kind will be taken by the Board, the President/District Superintendent of the College, or by any member or representative of the administration of the College, against any aggrieved person, any member of the Association, or any other participant in the grievance procedure by reason of such participation.

12.5.2 The aggrieved person may be represented at all stages of the grievance by the grievant, and if requested by the grievant, the President of the Association or the President's designee.

12.6 **Miscellaneous**

12.6.1 If a grievance arises from action or inaction by the President/District Superintendent, the aggrieved person shall submit such grievance in writing directly to the President/District Superintendent of the College, the President or Chairperson of the Board, and may optionally notify the Association. The processing of such grievance shall be commenced at Level Two.

12.6.2 Time limits provided in each level shall begin at the expiration of the previous time limit or the day following receipt of written decision by the parties in interest.

12.6.3 Grievance meetings normally will be scheduled by the District so as not to conflict with classroom duties. However, if the meeting is expected to be of such duration that it would extend beyond the normal business hours of the District's central office, the District shall provide released time with no loss of pay to the grievant, witnesses, and if requested, the President of the Association or the President's designee, so that the session can be accommodated within such business hours. This shall constitute "reasonable periods of released time" within the meaning of Government Code 3543.1(c).

12.6.4 In order to encourage a professional and harmonious disposition of unit members' grievances, it is agreed that from the time a grievance is filed until it is processed through arbitration, or decided to the mutual satisfaction of the grievant and the district, neither party shall make public either the grievance or evidence regarding the grievance.

12.6.5 All procedural documents, communications and records dealing with the processing of a grievance will be filed in a separate grievance file and will not be kept in the personnel file of any of the participants. With approval of the President/District Superintendent of the College or the President/District Superintendent's designee, the file may be opened, but only in the presence of the Association's President or the President's designee, except that the grievant may examine the grievant's file at any time.

12.6.6 Forms for filing grievances, serving notices, taking appeals, making reports and recommendations, and other necessary documents will be prepared by the President and District Superintendent of the College or the President and District Superintendent's designee.

ARTICLE 13 - SAFETY

13.1 The District shall provide as safe conditions as reasonably possible for the safety of the unit members while they are on college facilities and using those facilities provided for the purpose of carrying out their assigned responsibilities.

13.2 The District shall provide, publish, and post rules for safety and the prevention of accidents, provide protective devices where they are required for the safety of the unit member, and provide suitable and safe equipment where such equipment is necessary for the conduct of the educational program and the operation of the College. Prior to the implementation of any change in safety rules and regulations, the District shall consult with the Safety Committee.

13.3 Unit members are encouraged to submit written recommendations on the appropriate District form to the immediate supervisor or the Safety Committee regarding the maintenance of safe working conditions, facilities and equipment, repairs and modifications, and other practices designed to insure compliance with appropriate safety standards.

13.4 Unit members shall be responsible for observing all District safety rules.

ARTICLE 14 - PERSONNEL FILES

14.1 The District shall not base any adverse action against a unit member upon materials which are not contained in the unit member's personnel file.

14.2 There shall be only one personnel file for each unit member. The President/District Superintendent or the President/District Superintendent's designee and the unit member shall have full access to the file, except that the unit member shall not be shown any document submitted in confidence prior to his/her employment in any position at the College. A representative of the Association shall have access to said file with the unit member's written non-continuing authorization. A log shall be kept in each unit member's personnel file indicating the name of each person inspecting the file and the date of said inspection, except routine clerical transactions.

14.3 The information in the personnel file shall not be released to anyone other than the authorized persons listed above except as provided by law, nor shall copies of any documents in said file be made without the unit member's written non-continuing consent or as required by law. Any material placed in a unit member's personnel file must be signed and dated by the originator/author and a copy identified as going into the file shall be given to the unit member prior to the original being placed in said file.

14.4 A unit member shall have the right to file an answer to any material submitted for inclusion in his/her file and such answer shall be attached to the file copy. A unit member who alleges that information in his/her file is false, erroneous, or to his/her detriment, shall have the right to file a grievance for the purpose of having such information rectified or expunged.

14.5 A unit member shall have the right to place in the file such material as he/she determines may have a bearing on his position as a unit member.

ARTICLE 14 - PERSONNEL FILES (continued)

14.6 Upon mutual consent of the unit member and the President/District Superintendent, negative or derogatory material in a unit member's personnel file shall be destroyed after remaining in the file for a period of two years.

ARTICLE 15 - EXTRA DUTY ASSIGNMENTS

15.1 Qualified unit members shall have first priority on all paid extra duty assignments which are vacant and which require a teaching credential.

ARTICLE 16 - NEGOTIATION PROCEDURES

16.1 On or before March 1st of the calendar year in which this Agreement expires, the Board or its representative shall begin to negotiate in good faith with the exclusive representative on negotiable items. Any Agreement reached between the Board and the exclusive representative shall be in writing and signed by them.

16.2 A vote on the proposed Agreement shall occur at the next regularly scheduled meeting of each party, or at a special meeting called for that purpose within thirty (30) calendar days after the authorized representatives of both parties present the proposed contract to their respective groups, whichever comes first. In no case shall either party be required to hold such a vote until seven (7) calendar days have elapsed after the signing of the Agreement unless they so desire. The ratification shall be by majority vote, both by the Board and the exclusive representative.

ARTICLE 17 - SUPPORT OF AGREEMENT

17.1 The District and the Association agree that it is to their mutual benefit to encourage the resolution of differences through the meet and negotiation process. Therefore, it is agreed that the District and the Association will support the terms of this Agreement and will in no way participate in public activities to change the specific terms of this Agreement. This in no way precludes either party from participating in those activities deemed necessary by the parties to plan and prepare for future agreements between the parties. There shall be no strike by the Association or lock out by the District for the duration of this Agreement, nor shall the unit members participate in any concerted activities against the Citrus College District that may be instituted by other units or organizations on the Citrus College campus.

ARTICLE 18 - DURATION OF THE CONTRACT

18.1 * The term of this Agreement shall be from July 1, 1988, through June 30, 1990, and shall continue from year to year thereafter unless one of the parties notifies the other party by March 1 of the ensuing year of their desire to terminate the contract.

The contract shall continue through June 30, 1990, with reopeners in 1989-90 on Article 8 (Salaries) and Article 10 (Unit Member Benefits).

CITRUS COMMUNITY COLLEGE DISTRICT

FACULTY SALARY SCHEDULE
1988-1989

Salary Schedule Based on 10 Calendar Months

	Bachelor's Degree Vocational Unclear Credential	Bachelor's + 40 Sem.Units Inc.Master's Vocational Clear Cred.+ 60 Sem.Units	Bachelor's + 60 Sem Units Inc.Master's Vocational Bachelor's	Bachelor's + 80 Sem.Units Inc.Master s Vocational Master's	Doctorate Degree
STEP	**CLASS 1**	**CLASS 2**	**CLASS 3**	**CLASS 4** **	**CLASS 5**
1	$23,696	$25,213	$26,730	$28 247	$29.764
2	25.070	26,587	28.104	29 621	31,138
3	26.444	27.961	29,478	30,995	32,512
4	27 818	29.335	30,852	32 369	33.885
5	29,192	30,709	32 226	33,743	35 260
6	30,566	32,043	33,600	35,117	36,634
7	31 940	33 457	34.974	36,491	38,008
8	33 314	34.831	36,348	37.865	39,382
9	34,688	36,205	37 722	39.239	40 756
10	36,062	37,579	39,096	40,613	42,130
11	37,436	38.953	40,470	41,987	43,504
12		40,327	41,844	43,361	44,878
13			43,218	44,735	46,252
14				46,109	47 626
**					
18				47,483	49,000
22				48,857	50,374
26				50,231	51,748
30				51,605	53,122
34				52 979	54,496

When regular faculty reach Class IV - Step 14 of the salary schedule, they become eligible, subject to the recommendation of the Superintendent/President, to receive five anniversary increments, spaced every four (4) years, for professional growth. Steps 18, 22. 26, 30, 34.

No more than five (5) years of full-time teaching experience and/or related work experience credit shall be allowed for initial placement on the salary schedule.

** Lines refer to the regular day schedule. The doctorate shall be earned at an institution

APPROVED

By Edward C. Ortell Date 2/27/89
President, Board of Trustees
Citrus Community College District

By [illegible] Date 2/22/89
Chief Negotiator for Board of Trustees
Citrus Community College District

By [illegible] Date 2/22/89
President
Citrus College Faculty Association

By M Elayne McCrumby Date 2/22/89
Chief Negotiator
Citrus College Faculty Association

Approved by Citrus College
Board of Trustees Date February 21, 1989

Ratified by Citrus College
Faculty Association Date February 9, 1989

CITRUS COMMUNITY COLLEGE DISTRICT

EXTENDED DAY

SALARY SCHEDULE
1988-1989

Salary Schedule Based on 10 Calendar Months

	Bachelor's Degree	Bachelor's + 40 Sem.Units Inc.Master's	Bachelor's + 60 Sem.Units Inc.Master's	Bachelor's + 80 Sem.Units Inc.Master's
	Vocational Unclear Credential	Vocational Clear Cred.+ 60 Sem.Units	Vocational Bachelor's	Vocational Master's
STEP	CLASS I Lec/Lab	CLASS II Lec/Lab	CLASS III Lec/Lab	CLASS IV Lec/Lab
1	438/329	466/350	495/371	523/392
2	464/348	492/369	520/390	548/411
3	489/367	517/389	545/409	573/430
4	515/386	543/407	571/428	599/449
5	540/405	568/426	596/447	624/468
6	565/424	594/446	622/467	650/488
7	591/443	619/464	647/485	675/506

These rates of pay apply to semester length courses that are designated as lecture or lab sections. The rate in each case is the amount paid for teaching one hour per week for one semester. (The lecture rates are derived by multiplying the corresponding rate on the day Faculty Salary Schedule by 0.0185, and the lab rate is derived by multiplying the corresponding lecture rate by 0.75).

No more than two years of teaching experience credit will be allowed for initial placement on this salary schedule.

One step increase per year shall be granted for each two-semester period completed (including Summer School). No more than 2 semesters shall be counted towards a step increase in any one year. Class advancements shall be effective at the beginning of the Fall Semester.

Revised: 12/20/88
Approved: 12/06/88
4% Retro Effective: 07/01/88

CITRUS COMMUNITY COLLEGE DISTRICT

SUMMER SCHOOL SALARY SCHEDULE

1988-1989

STEP	CLASS I		CLASS II		CLASS III		CLASS IV	
	Hours Lecture/Lab		Hours Lecture/Lab		Hours Lecture/Lab		Hours Lecture/Lab	
1	$435	$329	$466	$350	$405	$371	$523	$392
2	464	348	492	369	520	390	548	411
3	489	367	517	388	545	409	573	430
4	515	386	543	407	571	428	599	449
5	540	405	568	426	596	447	624	468
6	565	424	594	446	622	467	650	488
7	591	443	619	464	647	485	675	506
8	616	462	644	483	672	504	701	526
9	642	482	670	502	698	524	726	545
10	667	500	695	521	723	542	751	563
11	693	520	721	541	749	562	777	583
12			746	560	774	581	802	602
13					800	600	828	621
14							853	640

Lecture hours are based on a factor of .0185 applied to the first three steps of the regular day schedule. The lab hours are 3/4ths of the lecture hour schedule.

No more than two years of teaching experience credit will be allowed for initial placement on the salary schedule.

One (1) step increase per year shall be granted for each two semester periods completed (including summer school). No more than two (2) semesters shall be counted towards a step increase in any one year. Maximum three (3) years. Step advancements shall be effective the fall semester.

Revised: 12/20/88
Approved: 12/06/88
4% Retro Effective: 07/01/88

CITRUS COMMUNITY COLLEGE DISTRICT
ADJUNCT PAY SCHEDULE

	1988-1989	
Basketball - Men	Head Coach	$2,496
	Assistant Coach	$1,340
Basketball - Women	Head Coach	$2,496
	Assistant Coach	$1,340
Baseball - Men	Head Coach	$2,496
	Assistant Coach	$1,340
Cross Country - Men		$1,607
Cross Country - Women		$1,607
Track and Field - Men	Head Coach	$2,496
	Assistant Coach	$1,340
Track and Field - Women	Head Coach	$2,496
Football	Head Coach	$2,496
	Assistant Coach	$1,340
Golf - Men		$1,607
Intramurals	Director	$1,607
Swimming - Men		$1,607
Swimming - Women		$1,607
Softball - Women		$1,607
Tennis - Men		$1,607
Tennis - Women		$1,607
Volleyball - Women	Head Coach	$1,607
	Assistant Coach	$1,071
Water Polo - Men		$1,607

Basic Rates

$2,496 Head Coach - Major Sport (Football, Baseball, Basketball, Track & Field)
$1,607 Head Coach - All Other Sports
$1,340 Assistant Coach - Major Sport
$1,071 Assistant Coach - All Other Sports

Athletic Director	- 11.5 months
Head Football Coach	- 12.0 months
Head Basketball Coach	- 10.5 months
Head Track Coach	- 10.5 months
Baseball Coach	- 10.5 months
Assistant Football Coach	- 10.5 months

Revised 12/20/88
Approved 12/06/88
4% Retro Effective 07/01/88

Assignment	Dollar Amount	Extended Contract Assignment (Months)
Cosmetology Director	1/8 overload	11.5
Cosmetology Instructors		11.5
Counselors		11
Forensics	$780.00	per semester
Librarian - Head		12
Librarian		11
Music Director	1/10 overload	12
Planetarium Director	$1,040	

Revised 12/20/88
Approved 12/06/88
4% Retro Effective 07/01/88

ERIC Clearinghouse for
Junior Colleges
DEC 20 1991

END

U.S. Dept. of Education

Office of Educational
Research and Improvement (OERI)

ERIC

Date Filmed
March 13, 1992